

Example Award Task Description

Task X: State Implementation of Phase 1 of the National Coastal Management Performance Measurement System

Timeline: July 1, 2005 to June 30, 2006 (or October 1, 2005 to September 30, 2006)

Task Milestones:

A. Review Phase 1 indicators. Identify indicators for which further definition of terms or reporting criteria is needed for state or program use. Establish definitions or criteria where needed to ensure consistent reporting in the future.

B. Identify existing data sources for indicators and those indicators that will need data to be collected or existing data to be modified for reporting.

C. Coordinate with network agencies to identify the following for each indicator's data source: data quality, collection methods and frequency, accessibility, and reporting needs. Metadata for existing data sources will be collected when available. Identify a contact person at networked agencies for each indicator or data source.

D. Develop data sharing and use agreements to provide access to data managed by networked agencies. Develop cooperative partnerships with networked agencies to modify existing data collection methods as needed to report indicator data.

E. Evaluate program need for a data management system to store indicator data in addition to the final results which are reported to the national NCMPS database.

F. Collect indicator data for Phase 1a and b and submit final state reports to OCRM. Phase 1a will be submitted by the deadline for the first semi-annual progress report and Phase 1b will be submitted by the deadline for the last semi-annual progress report.

Outcomes:

- Definitions and criteria for data reporting to maintain consistency in indicator reporting.
- List of data sources and networked agency contacts for Phase 1 indicators.
- List of indicators requiring new data collection efforts or modifications to existing data sources.
- Description of data sources, including any metadata available.
- Data management plan and data sharing agreements to collect, store, and report indicator data.
- Final state NCMPS report for Phase 1a and 1b.
- State process to collect and report annually for Public Access and Government Coordination & Decision-making indicators.